



**TOWN OF MILLVILLE**  
**36404 Club House Road**  
**Millville, DE 19967**  
**(T) 302-539-0449**  
**(F) 302-539-0879**

Permit # \_\_\_\_\_  
Construction Cost \_\_\_\_\_  
Permit Fee \_\_\_\_\_  
Number of Signs Requested \_\_\_\_\_  
DATE: \_\_\_\_\_

**APPLICATION FOR SIGN PERMIT**

**Current Property Owner Information:**

Current Owner Name(s)/Applicant(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**Property Information:**

Sussex County Tax Map/Parcel Number: \_\_\_\_\_

Property Location: \_\_\_\_\_

Current Zoning District: \_\_\_\_\_

**Sign Builder/Erector Information:**

Name: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Have you obtained a Town of Millville Business License? \_\_\_\_\_ License# \_\_\_\_\_

**DESCRIPTION OF CONSTRUCTION MATERIAL, IF NOT DETAILED ON PLANS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Application for Sign Permit**

1. Please include two (2) sets of plans with drawings or specifications detailing manner of illumination, securing of sign, front and back side backs.
2. A detached sign shall have a minimum set back of twelve (12) feet from the front street line and thirty (30) feet from any other street line or property line. Any sign with a length greater than the height, the bottom of the sign shall be no higher than ten (10) feet. Any sign with the height greater than the length, the bottom of the sign shall be no higher than eight (8) feet.

**I (We) hereby apply to the Town of Millville, for a permit to construct \_\_\_\_\_, reconstruct\_\_\_\_\_, repair \_\_\_\_\_, a sign to be located at the above property. I agree to adhere strictly to the approved plans, specifications, authorized in writing by the Millville Code Enforcement Official, or his or her designee, to abide by all Codes and Ordinances of the Town of Millville, and also agree to repair or pay the reasonable cost of repair to any public or private property damaged in the course of the work hereby authorized.**

\_\_\_\_\_  
**Current Owner/Applicant**

\_\_\_\_\_  
**Current Owner/Applicant**

\*\*\*\*\*

**FOR OFFICE USE ONLY**

**Approved by:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_  
**Permit Issued:** \_\_\_\_\_